

Branch District Board Meeting
10 E. Chicago St., Coldwater, MI 49036

Quincy Branch
11 N. Main
Quincy, MI 49082

July 19, 2010
6:00 p.m.

MEETING CALLED TO ORDER

Board President, Cherry calls the meeting of the Branch District Library Board to order at 6:00 p.m. at the Quincy Branch.

PRESENT FOR ROLL CALL

Dorothy Cherry, Georgann Reppert, Bonnie Frick, Pat Kne, Phil Anderson, Lynda Chan

ABSENT

Gayle Clover

ALSO PRESENT

Bruce Mills, Director; Jeanne Berg, Tech Services/Circulation Coordinator; Bookkeeper; Gina Horn, BDL Administrative Assistant/Sherwood Branch Manager; Lynnell Eash, Bronson Branch Manager; John Rucker, Assistant Director; Nola Baker, Head of Adult Services; Lisa Wood, Quincy Branch Manager; Bob Kne and other members of the public.

APPROVAL OF AGENDA

Motion made by Chan, supported by Reppert, to approve the agenda as submitted. Motion carried.

BRIEF PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Motion made by Chan, supported by Frick, to approve the minutes of the June 21st 2010 meeting as corrected. Motion carried.

CORRESPONDENCE

None.

FINANCES

1. Approval of Bills: July 2 & July 16, 2010 **Motion made by Kne, supported by Frick, to approve the bills of July 2nd and July 16th 2010 as submitted. Motion carried.**
2. Financial Report: July 2010 & 2009 (Placed on file.)
3. Branch County Penal Fine Report: July 7, 2010 (Placed on file.)
4. Bronson Fiduciary Reserved Fund: June 2010 (Placed on file.)

5. Glenn Barnett Fund: June 2010 (Placed on file.)
6. Quarterly Branch Expenditures: June 30, 2010

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 1. Alganssee Branch: Mills reports.
 1. The program "Science on Wheels" was a good program with 20 people attending.
 2. We have an ongoing book sale on the porch, which is busy.
 3. We are having an end of the Summer Reading picnic on July 31st at 1:00.
 4. Our Alganssee Friends are thinking about having a fall program for children and adults.
 5. Our Summer Reading Program is doing very good. We have 55 patrons (kids, teens and adults) signed up for the program.
 2. Bronson Branch: Eash reports.
 1. We are over 260 people in the Summer Reading Program. Our program ends this week and prizes will be handed out the last week of July.
 2. We had 2 different programs, a Rock-N-Roll Beach Party and a puppet show, both were really good programs.
 3. We have had a fantastic attendance for all of our events over the summer.
 4. Bricks from the Bronson's Friends group are on display around town.
 5. She requests a portable dehumidifier from the Bronson Capital Funds. **Motion made by Anderson, supported by Reppert, to authorize Branch Manager, Eash to spend up to 500 dollars, for a dehumidifier, to be paid from the Bronson Capital Improvement. Motion carried.**
 3. Coldwater Branch: Baker reports
 1. Adult Summer reading program is going well. Barb Swallow will be talking to the Book Club about different things that are available here in Branch County. We will be continuing our reading group into the fall due to a large interest.
 2. We have booked on Wednesday, October 6th at 6 p.m. Rocky Mountain Shadows, a folk singing duo. This will possibly take place in the 3rd floor meeting room.
 3. We are updating our Arts & Crafts books as well as our History books.
 4. We have 2 florists who are interested in decorating our library for the holidays.
 4. Coldwater Public Library (Holbrook Heritage Room)
 1. CPL Board Meeting Dates for 2011
 5. Quincy Branch: Wood reports.
 1. Local artist, Marni Szafranski, once again volunteered her time with 5 Friday art sessions with the local children.
 2. Impression 5 Science on Wheels was a great Program. Thank you to the board for funding it. 52 attended the Edible Aquifer program.
 3. Our annual Pet Parade was a great success with over 60 in attendance.
 4. The Friends group has funded some prizes as giveaways at the completion of the summer reading program. Our Friends are very helpful and supportive with their

fundraisers and children's programs.

6. Sherwood Branch: Horn reports.
 1. Rick Fisher and Riley Rabbit came to Sherwood on July 15th for a magic show and ventriloquist act with 37 patrons attending. Everyone enjoyed the program.
 2. Sherwood has 32 people signed up for the Summer Reading Program this year.
 3. July 31st will be the end of our Summer Reading Program and we will be wrapping it up with a "Build a Boat" project. We have asked children to build a boat with their parents and bring it to the library on the 31st to see who's boat will float. We will also be having ice cream sundaes and hopefully enjoying the weather.

7. Union Branch: No report.
2. Building Committee: Did not meet.
3. Ad-Hoc Committee: Did not meet.
4. Personnel Committee: Met Friday, July 16, 2010.
 1. It is the recommendation of the Personnel Committee to adopt the proposed changes.
Motion made by Chan, supported by Reppert, to approve the part 2 and 3 revision as presented of the Personnel Policy Manual and refer the part E proposed revision to our attorney to review the provisions particularly on shoes and Workers' Compensation requirements to determine if these provisions are permissible or objectionable (how, in what way). Also to check out if the grooming policy could prohibit facial piercings. Motion carried.
5. Finance Committee: Met June 24, 2010.
 1. The Committee recommends that we do not enter the Temporary Liquidity Guarantee Program at Southern Michigan Bank, so that the library is fully FDIC insured until the end of December 2010. **Motion by Frick, supported by Anderson, to accept the Committee's recommendation that we not enter the Temporary Liquidity Guarantee Program. Motion carried.**
6. Technology Committee/Children's Internet Protection Act: Did not meet, however our Automation Librarian has reported that the library continues to monitor and assures compliance with the Children's Internet Protection Act.
7. Director's Report: Placed on file.
 1. Refer the Energy Audit from Midwest Energy Group to the Building Committee.
 2. We need a board member to volunteer on Woodlands Governing Board for 6 meetings a year. Their first meeting for their board is in November.
8. Automation Report:
 1. Printer that you approved is in.

9. Statistical Reports
 1. Book Budget: 2010 (Placed on file.)
 2. Monthly Statistical Reports: June 2010 (Placed on file.)
 3. Capital Projects: June 2010 (Placed on file.)

UNFINISHED BUSINESS

Chan: Was approached by a patron who complained that the cds (books on tape) were all scratched.

Mills: We do have cleaning equipment for cds repair. We need to have patrons report scratches on

cd's or any damage to material. It was suggested that we put labels inside the cases asking patrons to report any scratches or damage to the materials.

NEW BUSINESS

Board members reporting to the local municipalities. We have to cover all of the municipalities before October 1st.

INFORMATIONAL ITEMS

- Patron Comments – Placed on file.

EXTENDED PUBLIC COMMENTS

None.

ADJOURNMENT

Motion made by Chan, supported by Kne, to adjourn the meeting. Meeting adjourned at 7:19 p.m. Motion carried.

Respectfully submitted,

Bonnie Frick
BDL Secretary

Gina Horn
BDL Recording Secretary

The Branch District Library System will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon one week's notice to the Branch District Library System by writing or calling the following: Branch District Library System, 10 E. Chicago St., Coldwater, MI 517-278-2341